Phil Stutzman

From:

kathy ciais [kathy_ciais@hotmail.com]

Sent:

Sunday, June 13, 2004 9:07 PM

To: Subject: Phil Stutzman

Hearing Notice

Dear Sir,

I received your letter on Saturday June 11th. I will call you first thing in the morning. I'm so very sorry, So many things to say. First our son, my step son was killed in Jan. and anyway. I will call you and explain evrything and I'm a good person I just have to many things I on my plate. It doesn't mean I shouldn't do things correctly and I feel so bad. I thought I mailed the package to you on May 18th as I can find my copies, before I left to attend a conference for the Utility. Maybe I didn't but with all the dates. Anyway, I'm sorry I will call in the am. Thank You, Kathryn Ciais To many things for me to explain in email.

Check out the coupons and bargains on MSN Offers! http://youroffers.msn.com



STATE OF WASHINGTON

PUBLIC DISCLOSURE COMMISSION

711 Capitol Way Rm 206, PO Box 40908 * Olympia, Washington 98504-0908 * (360) 753-1111 * Fax (360) 753-1112

Toll Free 1-877-601-2828 * E-mail: pdc@pdc.wa.gov * Website: www.pdc.wa.gov

BEFORE THE PUBLIC DISCLOSURE COMMISSION OF THE STATE OF WASHINGTON

IN THE MATTER OF ENFORCEMENT)	PDC CASE NO: 04-657
ACTION AGAINST)	
)	Notice of Administrative
Kathryn Ciais)	Charges
)	
Respondent.)	
IT IS ALLEGED as follows:		

I. JURISDICTION

Jurisdiction of this proceeding is based on Chapter 42.17 RCW, the Public Disclosure Act, Chapter 34.05, Administrative Procedure Act, and Title 390 WAC.

II. LAW

RCW 42.17.240 Elected and appointed officials, candidates, and appointees—Reports of financial affairs and gifts, states in part: "(1) Every elected official and every executive state officer shall after January 1st and before April 15th of each year file with the commission a statement of financial affairs for the preceding calendar year..."

RCW 42.17.241 details the content required in each report.

WAC 390-24-010 Forms for Statement of Financial Affairs, states in part: "The official form for statements of financial affairs as required by RCW 42.17.240 is designated 'F-1', revised 9/02..."

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Kathryn Ciais Notice of Administrative Charges – Case No. 04-657 Page 2

III. FACTS

The Respondent, Kathryn Ciais, is a Public Utility District Commissioner in Ferry County Public Utility District 01. Her term of office ends in the year 2006. Ms. Ciais held office during 2003 and was required to file a Statement of Financial Affairs (PDC form F-1) by April 15, 2004. (Exhibit 1) On May 7, 2004, Ms. Ciais was sent a letter informing her that the F-1 report due by April 15, 2004 had not been received. The letter stated that she needed to file before May 21, 2004 to avoid the possibility of enforcement. (Exhibit 2) The F-1 report has not been filed. (Exhibit 3)

Past History – In 2000, Ms. Ciais was a candidate for the office of Public Utility District Commissioner of Ferry County Public Utility District 01. In Case #01-020, Ms. Ciais was required to file a Statement of Financial Affairs (PDC form F-1) and a Candidate Registration (PDC form C-1) within two weeks of becoming a candidate. The F-1 and C-1 forms were filed late, and to avoid a brief enforcement hearing, Ms. Ciais signed a Statement of Understanding, stipulating to violations of RCW 42.17.240 and 42.17.050, and paid a \$100 penalty (\$50 for each late filed report).

In 2001, Ms. Ciais was a Public Utility District Commissioner of Ferry County Public Utility District 01 and was required to file an annual Statement of Financial Affairs (PDC form F-1) by April 16, 2001. The F-1 was not filed. Enforcement action was inadvertently not conducted in 2001.

In 2002, in Case #02-393, Ms. Ciais was a Public Utility District Commissioner of Ferry County Public Utility District 01 and was required to file an annual Statement of Financial Affairs (PDC form F-1) by April 15, 2002. The F-1 was not timely filed, and to avoid a brief enforcement hearing, Ms. Ciais signed a Statement of Understanding, stipulating to a violation of RCW 42.17.240, and paid a \$50 penalty for the late filed report.

Kathryn Ciais Notice of Administrative Charges – Case No. 04-657 Page 3

In 2003, in Case #02-393, Ms. Ciais was a Public Utility District Commissioner of Ferry County Public Utility District 01 and was required to file an annual Statement of Financial Affairs (PDC form F-1) by April 15, 2003. The F-1 was not timely filed, and to avoid a brief enforcement hearing, Ms. Ciais signed a Statement of Understanding, stipulating to a violation of RCW 42.17.240, and paid a \$100 penalty for the late filed report.

IV. CONCLUSION

Staff alleges, based on the facts specified in Section III, that Kathryn Ciais has violated RCW 42.17.240 by failing to timely file the Statement of Financial Affairs (PDC form F-1) by April 15, 2004.

RESPECTFULLY SUBMITTED this 9th day of June, 2004.

Philip E. Stutzman

Director of Compliance

Exhibits

Exhibit 1 Jurisdiction Card

Exhibit 2 May 7, 2004 Warning Letter

Exhibit 3 Affidavit signed by Jennifer Hansen

COUNTY FORTY	NAME OF JURISDICTION_
	PUD#10f Ferry Cou

LATER THAN DECEMBER 1, 2003. PLEASE RETURN TO PDC NO

MAIL ADDRESS	FINDS XINDO	NAME OF JURISDICTION FUD" OF FORTY COUNTY
		NFUD-10+ Fe
		ery County

MAILING ADDRESS PO BOX 1039

CITY KEPUBLIC

ZIP CODE 99166

FAX NUMBER_

NAME OF PERSON PREPARING THIS REPORT YANTE (7a Van

EMAIL OF CONTACT PERSON_ TELEPHONE NUMBER OF CONTACT PERSON (elections a co-terry war us 509) 775-5200

are required to file a Statement of Financial Affairs (Form F-1) by April 15, 2004. Our records show your jurisdiction had 1,000 or more registered voters as of the 2003 general election. Officials

it to the Public Disclosure Commission. bold office at any time during 2004, please fill out the information on the reverse side of this form and return To help the Public Disclosure Commission verify information about elected and appointed officials who will

Please return this to PDC by December 1, 2003 List below elected/appointed who will hold office at any time in 2004

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May 7, 2004

KATHRYN CIAIS 852 S CLARK AVE REPUBLIC WA 99166

SUBJECT: Missing Personal Financial Affairs Statement (PDC Form F-1)

Our records indicate that pursuant to RCW 42.17 (the public disclosure law) you were required to file a Personal Financial Affairs Statement by April 15, 2004. We have not yet received your F-1 or F-1A report.

F-1 and F-1 Supplement forms are enclosed for your use. Templates of the F-1, F-1A, and F-1 Supplement forms are available on the PDC Web site: visit www.pdc.wa.gov, click on "Filer Assistance" and then on "Form Templates." The F-1 instruction manual is available online under "Filer Assistance," "Manuals," and "Personal Financial Affairs Statement Instructions," and can also be obtained from the PDC.

In addition, electronic filing of the F-1 statement is now available. Please visit www.pdc.wa.gov, click on "Electronic Filing," and then on "Personal Financial Affairs Filer." You will be guided through the process of establishing a user account, filing a signature authorization card via U.S. mail, and submitting your F-1 report online.

Please complete the F-1 form and submit it to the PDC by <u>May 21, 2004</u> to avoid the possibility of enforcement before the Commission that could result in the assessment of civil penalties.*

If you have already filed the F-1 form in 2004, please contact our office immediately. If you need assistance, please contact **Jennifer Hansen** at **(360) 586-4560**, toll-free at 1-877-601-2828 or by email at jhansen@pdc.wa.gov. Thank you for your cooperation.

Sincerely,

Philip E. Stutzman

Director of Compliance

Enclosures: F-1 Form and F-1 Supplement Page

^{*} Please note that faxed reports are not acceptable because they only show a <u>copy</u> of your signature, and an original signature is required to certify your report.



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BEFORE THE PUBLIC DISCLOSURE COMMISSION OF THE STATE OF WASHINGTON

STATE OF WASHINGT	ΓON)	
) ss.	AFFIDAVIT OF
County of Thurston)	JENNIFER I. HANSEN

I, Jennifer I. Hansen, being first duly sworn on oath depose and say:

I am a Political Finance Specialist for the Public Disclosure Commission and have been since March 22, 2004.

On June 9, 2004, I personally searched the electronic image files maintained in the offices of the Public Disclosure Commission for the Personal Financial Affairs Statement (PDC Form F-1) of Kathryn L. Ciais and found that, prior to June 9, 2004, no F-1 report, due by April 15, 2004, was filed with the Public Disclosure Commission by Ms. Ciais, as required by RCW 42.17.

In the above-described search of the files of the Public Disclosure Commission, I found no requests by Kathryn L. Ciais for a reporting modification or suspension, as authorized by RCW 42.17.370(9) and WAC 390-28 and, to the best of my knowledge, no requests for reporting modifications or suspensions by Kathryn L. Ciais have been received by the Public Disclosure Commission as of this date.

SUBSCRIBED AND SWORN to before me this 9th day of June, 2004.

NOTARY PUBLIC in and for the state of

Washington.

My commission expires $6 - 20 \sqrt{7}$.



EXHIBIT#3

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